



**ENGLAND BOXING LIMITED  
BOARD MEETING  
DATE: 3rd November 2015  
Time: 11.00am – 5.40pm**

<b>Item 1</b>	<p><b>Present</b> Attendees:- C Hobbs (chairman) CH, D Newth (DN), , D. Chapple (DC), G Brugnoli (GB), H. Herbert (HH), M Byrne (MB), , P Porter – Interim CEO D Barnard (DB) – Secretariat &amp; Operations Manager (DB)</p> <p>F. McKelvie (FM) – Company Secretary, joined the meeting by telcon at 13.20 hrs Representatives of BHP joined the meeting at 13.40pm to present to the Directors Representatives of England Performance Team joined the meeting at 15.40hrs to present to the Directors</p> <p><b>Apologies</b> –L Leo (LL), M. Loosemore (ML),</p>	<p>I = Information D= Decision on A= Action</p>
<b>Item 2</b>	<p><b>Declaration of Interests</b> CH – BABA, GB – BABA, DN - EUBC</p>	I
<b>Item 3</b>	<p><b>Action points &amp; Matters Arising</b></p> <p><b>Boxing Advisory Panel</b> – taking place in November as previously notified to Board. PP is working with HH on agenda items. All Secretaries contacted by phone and Clubs &amp; Secretaries contacted by the office</p> <p><b>Risk Register</b> – to be discussed in Section 5</p> <p><b>Disability update</b> – DB confirmed that she had briefly spoken to ML recently and gave an update on the issue regarding wheelchair boxing. Chair confirmed that progress needs to be made on Disabled Boxing Plan for reporting back to SE. ML &amp; DCH to contact Invictus Games organisers re any info to be shared. DC stated that military should be able to assist with this issue and he would make enquiries and report back <b>AP: DC &amp; ML to contact Invictus organisers for info sharing</b></p> <p><b>Association Aims/Requirements</b> – HR, Compliance &amp; Legal SC to meet Weds (11<sup>th</sup>) and review Secretaries TOR. Last review done 2011 (DB to supply). Discussion re levels of acceptable behaviour <b>AP: DB to circulate document re Working Relationships.</b> <b>AP: DC to also circulate a Code of Conduct he has access to</b></p> <p><b>Resignation of Director</b> – Tel con held and relevant actions completed</p> <p><b>Financial implications of Minors SF &amp; Finals</b> – Further comms to be completed by with Associations and feedback to be supplied to Board <b>AP: DN to feedback update to board.</b></p> <p><b>Tech &amp; Rules Financials Re Officials training</b> – no contact for additional financial information made as yet but will be progressed at next meeting (end Nov)</p> <p><b>Coaching work stream</b> – work underway with DN &amp; DC <b>AP: DN/DC to report progress/outputs to Board on completion.</b></p>	<p>A</p> <p>A</p> <p>A</p> <p>A</p>

	<p><b>Circulate SE letter re FIA request to Board – Completed</b>  <b>Extension of suspension period (Outstanding case) – Completed</b>  <b>Accountable Officer – completed</b>  <b>TRRJCC SC Comms re interference – Completed</b></p>	<p>       </p>
<p><b>Item 4</b></p>	<p><b>Chairman’s Update</b>  Chair stated that he felt good progress had been made in last 2 months. Confirmed that MA had moved on and an interim CEO was now in place (PP).  Communication to Board had been very good and office was putting out further comms.</p> <p>INED issue in process of being completed, via recruiters. Chair had a shortlist of names to provide to Directors. Candidates had been very high calibre, with strong individuals interested. Requirements re skills/knowledge gaps were as follows;-</p> <ul style="list-style-type: none"> <li>• Applicant for Chair of Audit SC</li> <li>• Applicant for Chair of Commercial SC</li> <li>• Applicant for Chair of Communications SC</li> </ul> <p>All 3 proposed applicants are fully aware of time commitment required and are available and committed to put this time in. Proposed candidates to meet with Directors ahead of any appointment</p> <p>Auditors are to attend today’s meeting to present the accounts for Board approval, provide advice to the Board re future requirements in relation to mutual trading, tax, advice on handling any future commercial income.</p> <p>Commercial appointment terms were discussed re Commercial Manager – FTC, initially 6 months so potential opportunities can be tested/reviewed – package to be notified to Directors &amp; approved</p> <p>Talent &amp; Performance was to be brought back under EB care and new Performance Manager to attend later today to update the Board on current position and SE outcomes</p> <p>Development monies approved to support CSO roles for 16-17 financial year. CSO population has been reduced to 5.4FTE under approved plan.</p> <p>CRM update will be provided by FM at 13.20hrs to understand progress being made.</p> <p>Board to determine priorities re Strategic review and provide interim CEO with tactical objectives &amp; timelines</p> <p>Advertisement for Boxing Director to be put out in accordance with current approved process</p> <p>A discussion took place re Boxing Director requirements with the following action points;-  <b>AP: Chair to supply INED shortlist for circulation to Directors</b>  <b>AP: DB to circulate this and proposed Boxing Director ad and process, ahead of publication, so all aware of process.</b>  <b>AP: MB to review previous Boxing Director interview questions</b>  <b>AP: DB to provide GB master coach criteria for consideration re skills requirements for coaching work stream</b></p> <p>CH requested CEO Report to be delivered at this point</p> <p><b>CEO Report</b></p> <p><b>SE meeting 26.10.15</b> – Positive relationship, CSO monies confirmed and to be provided within 2016-17 budget/payment. Social Inclusion/presentation made</p>	<p>A A  A A</p>

	<p><b>WSB</b> – Major event funding request looks positive – potentially to support 3 home/3 away matches</p> <p><b>CSO's</b> – 2016-17 resource insufficient to visit clubs as per years 1-3. Role will become an education role for clubs re teaching to apply for funding and develop business skills, to enable clubs to become self-sufficient in this and related areas. DN asked re Individuals with specialist skills, sharing their knowledge and PP confirmed that this was done at the 2 scheduled team meetings each year, which are used for sharing info/specialist areas. Organisational skills audit suggested on a national basis.</p> <p><b>Coach Education</b> – Weekend training going ahead as scheduled, 2 have taken place, one remaining in November. Some negative feedback re 1<sup>st</sup> course, but positive feedback from 2<sup>nd</sup> one.. SC work stream has not officially met for a time but meeting is arranged for weekend of 21/22<sup>nd</sup> Nov in Sheffield. Board will be provided with update following this, with a proposed roll out date suggested as Jan 2016.</p> <p><b>Elites</b> – to take place at Liverpool Echo Arena – confirmed as weekend of 29<sup>th</sup>/30<sup>th</sup> April * 1<sup>st</sup> May 2016, giving a long run up to event. A discussion took place regarding the scheduled event, the following points were made:-</p> <ul style="list-style-type: none"> <li>• Workshops/events were to be scheduled for the weekend for those attending</li> <li>• Possible London venue for following year (2017-18)</li> <li>• Commercial manager role should include remit to seek commercially viable venues for future</li> </ul> <p><b>AGM</b> – will not be held at Elites in 2016 – other arrangements to be made</p> <p><b>CRM/MI</b> – update to be provided by FM later</p> <p><b>Talent/performance</b> – working with GB re handover to EB, includes 6 staff to return and needs HR support re TUPE etc. Chair suggested that HR issues should be supported by SE and this to be explored. Directors agreed.</p> <p><b>EUBC Engagement</b> – Places confirmed on EUBC Commission as follows – Competition, Technical, Medical, Female. It was stated by PP that involvement at EUBC level was key to being considered for holding an EUBC event and progressing to AIBA events.</p> <p>Boxing in Education - good work being done across the country but is not being pulled together by NGB although EB appear to be ahead of other countries. HH commented that Boxing in Education needs to be worked on within EB and that his SC had made some progress in this area but needs further progression</p> <p>Meeting arranged in Lausanne with KB, provisionally for 23<sup>rd</sup> Nov. Directors to feedback any subjects/issues to GB &amp; PP for consideration, but WCB and coaches with professional licences likely to be part of discussions</p> <p><b>AP: Directors to feedback any subjects/issues to GB &amp; PP for consideration</b></p> <p><b>BBB of C</b> – meeting booked for 17<sup>th</sup> November, Directors to feedback any subjects/issues to GB &amp; PP for consideration for agenda. WCB &amp; Professional licence information exchange already suggested by EB for discussions</p> <p><b>AP: Directors to feedback any subjects/issues to GB &amp; PP for consideration</b></p> <p>The following items were discussed by the Board:-</p> <p><b>Strategic Direction</b> – priorities to be defined for PP. Chair asked that workplan from MA be circulated to Board</p> <p><b>AP – PP to circulate workplan</b></p> <p><b>External programmes</b> – Boxing Awards, PCCGB Leader &amp; Contender and SABA offering to</p>	<p>A</p> <p>A</p> <p>A</p>
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	<p>regarding lower risk in one area. Policies now renewed.</p> <p>FM confirmed that the Audit SC would be working on the following over the next few weeks – Reserve Policy, 6 months cashflow and would refer back to Board with an update of these areas by the end of November  <b>All above approved unanimously</b></p> <p><b>Income from estate</b>  FM requested suggestions for grassroots projects in relation to the estate income received and notified in Sept meeting  <b>AP: Directors to provide project suggestions</b></p> <p><b>CRM Project</b>  FM updated the Board as follows;-</p> <ul style="list-style-type: none"> <li>• Project initiated and detailed spec (bespoke for EB) expected next Weds (11<sup>th</sup>),</li> <li>• meeting to be held Thursday 12<sup>th</sup> in London .</li> <li>• Approx date for online Championship module to be requested (discussion took place and it was confirmed that current procedures to be used until such time as module is available)</li> <li>• SC's required to nominate individuals from SC to represent their interests in the CRM working party. Directors requested to provide names of suitable individuals.</li> <li>• Additional supplier proposal – FM had met with another supplier regarding a proposal re CRM/matchmaking. No further info available as yet as supplier is conferring with accountant re costs</li> </ul> <p><b>AP: FM to update Board following meeting 12<sup>th</sup> Nov</b>  <b>AP: Directors to nominate an individual from each SC to represent their CRM interests in the working party for build purposes.</b></p>	<p>D</p> <p>A</p> <p>A</p> <p>A</p>
<p><b>Item 6</b></p>	<p><b>Auditor &amp; Accountant Presentation</b></p> <p>The auditors presented the accounts information and the following points were highlighted;-</p> <p>Accounts Presentation</p> <ul style="list-style-type: none"> <li>• Accounts showed deficit of £30k, expected based on agreement to use some reserves to support Championship events.</li> <li>• Income generated from box and AASE with no EB spend in these areas.</li> <li>• Deficit in affiliations – £8-9k</li> <li>• Property account – no longer in use following sale of property</li> </ul> <p>Register of Interest forms were collected by the Auditors</p> <p><b>2014 – 15 Accounts approved</b></p> <p>CH signed the accounts on behalf the EB Board. The auditors will file the Accounts on behalf of EB. Filing deadline is 31.12.15  <b>AP: Property Accounts to be signed by FM and DB to provide those for completion and return to auditors.</b></p> <p><b>Advice Session</b>  The Auditors provided a booklet (see Board papers) and advice in relation to current tax status, mutual trading, commercial income, the property account and discussed the future structure of EB in relation to income and activities going forward.</p> <p>A discussion took place regarding EB's view of its activities. It was agreed that no action needed to be taken now and that the Auditors would provide their written advice on the best structure for EB to adopt going forward in relation to its future plans, mutual trading, maximisation of tax/VAT position, commercial income and reserve handling.</p>	<p>A</p> <p>I</p>

	<p>BHP would provide this information by year end 2015 and EB would be in a position to consider and discuss the advice at their next Board meeting. (expected Jan 2016).  <b>AP: DB to send signed letter of representation back to BHP</b></p> <p>DB is to look at surplus in 13-14 and inform Board re areas of surplus to add into above discussions.  <b>AP: DB to review 2013-14 surplus and define areas where surplus occurred, for Board info.</b></p>	<p>A</p> <p>A</p>
<b>Item 7</b>	<p><b>Finance, SE update &amp; Board Administration</b></p> <p>See Sections 4 &amp; 5 for relevant points, (which were brought forward during the meeting).</p> <p>Solicitor Review/Appointment – brief discussion regarding EB solicitors. No retention fees paid, work is paid for on a supplied/needs basis. – decision to be carried forward to next meeting  <b>AP: DB to carry decision forward to next meeting</b></p> <p><b>Conflict of Interests &amp; Director terms of Office</b>  Considering amount of recruitment, these 2 items carried to Jan meeting to include new Directors</p>	<p>A</p>
<b>Item 8</b>	<p><b>Reports to the Board &amp; Strategic Action Plan Review</b></p> <p><b>Technical Rules, R &amp; J's &amp; Championship SC</b>  Next meeting to take place 29.11.15. A recommendation was provided ahead of the meeting to combine Jnr &amp; Snr Development Championships. A discussion followed in which the following points were raised:-</p> <ul style="list-style-type: none"> <li>• Associations would be required to undertake the initial rounds</li> <li>• Risk that too many boxers may apply, leading to high number of bouts in early stages</li> <li>• EB would move event back 3-4 weeks for combined event</li> <li>• Semis and finals would each be contested over 2 days (4 days over 2 weekends in total)</li> </ul> <p><b>All approved</b></p> <p><b>Local Rules</b>  Association Secretaries have been requested 4 weeks ago to provide a list of local/domestic rules within their Association, for review and adoption into Boxing Guidelines if relevant/ assist with the sharing of best practice. There has been a distinct lack of information although it is known that local/domestic rules are being used in many Associations.  A discussion took place and it was agreed that DB would write out and allow a further 5 days to Associations for forwarding this information, following which any local/domestic rules not notified would be considered null and void and EB would not permit any further use/application of them.  <b>All approved</b>  <b>AP: DB to write to Secretaries providing 5 further days for return of information</b></p> <p><b>HR, Legal and Compliance Subcommittee</b> –no meeting since last Board, next meeting to be held on 11<sup>th</sup> November. Minutes will be circulated after SC meeting instead of retaining until next board meeting</p> <p><b>Membership &amp; Development SC</b> – no minutes/update</p> <p><b>Medical</b> – no minutes/update provided</p> <p>At this point an issue was raised regarding the ongoing behaviour of a Director. A discussion took place regarding this, which resulted in a proposal being made to remove the identified Director. The proposal was formally seconded and a vote took place. The proposal was</p>	<p>D</p> <p>D A</p>

